Information Technology Advisory Board
March 25, 1998
MEETING MINUTES

ATTENDEES:

Betty Rottmann, Chairman
Mike Benzen
Joyce Backes
Rick Beckwith
Matt Blotevogel
Karen Boeger
Tom Boyer
Joe Brenneke
Lew Davison
Sam Foursha
Jan Grecian
Mike Hearst
Russell Helm
Gina Hodge
Carol Knight
Don Lloyd
Rick Moore
Scott Peters
Rich Pierce
Paul Peterson
Rex Peterson
Mary Plassmeyer
Jim Poole
Dennis Reed
Jim Roggero
Virginia Rowe
Dave Schroeder
Jim Schutt
Larry Seneker
Tom Stokes
Debbie Wells
Gerry Wethington
Rise' Williamson
Mary Willingham

OPENING REMARKS:

Betty Rottmann, Chairman, called the ITAB meeting to order at 8:30 a.m. on March 25, 1998 in the Interpretive Center of the Secretary of State's Office. She mentioned several revisions to the agenda and asked if anyone had any others.

APPROVAL OF MINUTES

Approval of the February 25, 1998, Information Technology Advisory Board Meeting Minutes.

Betty asked for additions, deletions or corrections to the February 25, 1998 ITAB meeting minutes. Motion was made to approve the minutes by Gerry Wethington and seconded by Joyce Backes. Minutes were approved.

ACTION REQUIRED: None

GENERAL BUSINESS

1. CIO Update (Mike Benzen)

    Mike discussed House Bill 1838. This bill deals with state technology accessibility to the blind community. He met with the sponsor of the bill to try to reach a compromise. A compromise was reached and it is in committee at this point. After compromise feels it will be something all can live with.

    ACTION REQUIRED: None

2. SAM II Update (Jim Schutt)

    Jim Schutt stated the project is moving along. He also mentioned 3 agencies have satellite projects either in place or nearly in place. They are Social Services, Mental Health and Highway Department.

    Betty indicated technical architecture is available on the State website under SAM II or you can contact her for a copy.

    ACTION REQUIRED: None - informational.

3. ARCHITECTURAL STANDARDS (Chris Wilkerson)

    Chris was unable to attend the meeting. Larry Seneker stated there will be a meeting March 26 at 9 a.m. in the OIT office .

    ACTION REQUIRED: Will have additional information after the above meeting.

4. Year 2000 (Dave Schroeder)

    Dave gave an update on Year 2000 status and passed out update as of March 24. Year 2000 testing tools available.

    ACTION REQUIRED: None - informational.

5. Data Center Consolidation (Gerry Wethington)

    Gerry stated consolidation was moving successfully with staff getting familiar with procedures. He mentioned training with IBM in New York sometime in April or May. The Steering Committee has not met lately. Rick Washburn has been assigned by the Data Center to coordinate remaining issues.

    ACTION REQUIRED: None - informational.

6. Prime Vendor (Larry Seneker)

Larry mentioned the only problem was on response time to service calls. Stated survey was back and it was mentioned some were not happy with the Web site.

ACTION REQUIRED: None - informational.

7. Project Management (Betty Rottmann)

META may be brought in for Project Management one-half day overview. This session will be open to ITAB. Bid specifications are being prepared for Project Management Certification training.

ACTION REQUIRED: None - informational.

8. Internet/MOREnet (Tony Wening)

Tony was not able to attend.

ACTION REQUIRED: None.

9. Internet Support and Services Update (Debbie Wells)

Debbie stated they are one month away from the new Internet server. MOREnet will manage server.

Was asked why cost went up and stated that phone bills and other items not anticipated were the cause. She handed out the latest newsletter. She will be contacting agencies in the near future.

ACTION REQUIRED: None - informational.

10. Statewide Purchasing Update (Larry Seneker and Dave Schroeder)

No new information to report.

ACTION REQUIRED: None - informational.

11. Network Consolidation Study (Mike Benzen)

Jim Schutt spoke about contract for vendor to develop technology plan for infrastructure. Working with Mike to insure consolidation. Will award off statewide contract with IBM, Phase 1, for consolidation. IBM will work with each of members to develop an approach to network consolidation. Mike stated IBM was a good choice because of knowledge of state business and technology.

ACTION REQUIRED: None - informational.

12. Personnel Committee (Joyce Backes)

No new initiatives at this time. Job classification final by FY98. Continuing with career fairs, job fairs, etc.

Information Technology Coalition Fair will be in late April.

Dr. Franz from CMSU will be at the next ITAB meeting to give an update on Fast Track.

A bill was mentioned to help in recruiting. Possible ceiling of $10,000 in forgiving student loans if working in specified field. Would be handled through Higher Education.

ACTION REQUIRED: None - informational.

13. Network Addressing (Larry Seneker/Mike Hearst)

Some wanted changes to document as presented. A motion was made to approve document with changes.

ACTION REQUIRED: Make changes to document. Motion approved.

14. Digital Media Development Group - (Larry Seneker)

Several members suggested changes to document. Revised copy will be sent with minutes. Will be revised periodically and will be available on the Digital Media Development Web site. Changes delegated to team to make and any major issues in future will be brought back to the ITAB. Voted on and approved .

ACTION REQUIRED: Changes will be made. Approved.

15. Information Technology Education Advisory Committee (ITEAC)

Committee working on issues and will present at next ITAB meeting.

ACTION REQUIRED: ITAB will review and make decision at next meeting.

16. Inter-agency Initiatives Discussion: One-Stop, First Steps, etc. (Betty Rottmann)

Betty brought up agency cooperation on projects. Recommended sharing of information with other agencies so that IT sections are not surprised when issues are brought to their attention.

Jim Schutt stated agencies are overburdened and understaffed at this point so agencies should be careful about getting into new projects. Betty suggested agencies bring to the table anything that another agency needs to know about ahead of time.

REVIEW OF ACTION ITEMS

Nothing to report.

OTHER DISCUSSION:

1. Betty, a member of her staff, and Jan Grecian attended New Horizons math and science seminar for 7th and 8th grade girls at MU on Saturday, March 21. The emphasis was in trying to interest girls in information technology as a career.

2. Information Technology institute confirmed dates are June 8-12 at CMSU. Outline of program is available.

Betty mentioned some of the sponsors for this program. She stated there are more sponsors than students.

Will bring format to this group for information.

3. Data warehousing was discussed. Jim Schutt mentioned that agencies are reluctant to share public information with other agencies. He questioned what information do you make available for the general public. There is also a security issue. Need to decide who is going to pay for this is also an issue. Betty mentioned DESE is doing a reporting system on the Web and that they also have ownership issues.

4. It was announced that Rose International, a St. Louis based consulting firm offering technology consultants to the State, was recently awarded the Bronze Governor's Torch of Excellence award in the minority procurement category.

Next meeting is **<u>Wednesday, April 22, 1998</u>** at the Secretary of State's Interpretive Center.